

FY2013 Selective Review Information Request (SRIR)

10/18/13

Contact Name: Dr. Nam Williams

Applicant Name: Alhambra ESD

FCC Form 471 Application Number(s): 899427 900314

Response Due Date: 11/9/13 – Extension granted

PLEASE CALL TO CONFIRM THAT THIS DOCUMENT HAS BEEN RECEIVED IN ITS ENTIRETY.

Dear Applicant:

This document requests the following information:

(Part I) Competitive bidding and vendor selection processes, technology plan and budget

It is important that we receive all of the information requested within **15** calendar days from the date of this document so that USAC may complete the review of your funding request(s). USAC urges you to carefully review your response before returning it to ensure that you have provided complete responses to all questions. Finally, note that USAC is unable to grant multiple or lengthy extensions to respond to this request for information.

Who can respond to this request for information?

This document requests information that must be provided by the applicant or by the applicant's authorized representative.

A checklist of the items requested in this document is included on page 2. If you have any questions regarding this or these worksheets, please contact the reviewer at the phone number or email address listed below.

Sean McNamara
Associate Manager, Selective Review
30 Lanidex Plaza West | Parsippany, NJ 07054
T: 973.581.5024 | F: 973.599.6515
E: smcnama@sl.universalservice.org

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Selective Review Information Request Checklist - Please complete and return with your responses.
On the first page of each document you provide please write the corresponding FRN(s) the document pertains to.

This Checklist is for 471 App # 899427

Item #	Items to be returned to the Selective Reviewer	Document(s) Title & Corresponding FRN	Status
1	Signed & dated contracts and/or other agreements with service providers related to the FCC Form(s) 471	Attachment-Item 1 – Contracts_471_App#899427.zip	<input type="checkbox"/> X Enclosed <input type="checkbox"/> N/A
2	Request For Proposal (RFP) Please specify: Release date: mo. ____/day ____/year ____ Bid due date: mo. ____/day ____/year ____	See below	<input type="checkbox"/> <u>X Enclosed</u> <input type="checkbox"/> N/A
3	All bid responses received for all Priority One & Priority Two funding requests. If no bids were received for any FRN, please indicate so in writing. It may be helpful to include a chart as indicated below:	Attachment- Item 3 - Bids - App#899427.zip	<input type="checkbox"/> X Enclosed <input type="checkbox"/> N/A
4	Vendor selection process description (created during the bidding process)	See Below	<input type="checkbox"/> <u>X - Enclosed</u> <input type="checkbox"/> N/A
5	Was a consultant used relating to the planning, implementation and support of your E-rate funding requests? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> X - No If yes, provide a signed and dated Consultant Agreement(s) or Letter of Agency.	No Consultant was used to apply for this funding	<input type="checkbox"/> Enclosed <input type="checkbox"/> <u>N/A</u>
6	Correspondence between the consultant/service provider and the school/library regarding the competitive bidding process and the application process	Attachment- Item 6-Correspondance - App#899427.zip	<input type="checkbox"/> X-Enclosed <input type="checkbox"/> N/A
7	Organizational Structure, such as organizational flow chart, reporting structure, etc.	See Below for Organizational chart	<input type="checkbox"/> <u>X-Enclosed</u> <input type="checkbox"/> N/A
8	Technology Plan Support Request for FY 2013 (page 5) Indicate Technology Plan creation date: mo. ____/day ____/year ____ Indicate time period your technology plan covers: mo. ____/day ____/year ____ through mo. ____/day ____/year ____	The requests for funding were all priority 1 and no technology plan is required. Alhambra does have a technology plan on file if needed.	<input type="checkbox"/> Enclosed <input type="checkbox"/> <u>N/A</u>
9	Budget Information (page 5) (Approved operating budget or alternative budget documentation for FY 2013) Please check which you have provided: <input type="checkbox"/> Final and Approved budget for 2013-2014 <input type="checkbox"/> Letter and Budget Alternatives	Attachment: FY14_Alhambra_Adopted_Budget.xlsx	<input type="checkbox"/> Enclosed
10	Selective Review Certification (page 6) (Include signature, title, date and please complete all sections.)		<input type="checkbox"/> Enclosed

Selective Review Overview

We are requesting and will be examining information for ALL FCC Form(s) 471 listed on the cover page of this document that were filed by the billed entity for the 2013-2014 funding year (Funding Year 2013). Please notify us if you have any additional FCC Form(s) 471 for your Billed Entity number that we have not listed. Also, please include any applications that may have been filed under a different entity number, if that entity belongs to the Billed Entity (e.g. elementary schools within a School District that file their own applications in addition to the applications filed on their behalf by the School District or a Consortium. This review will include all of those applications as well).

It is important that you identify these additional applications at this time. Failure to do so may delay or jeopardize funding commitments and/or post-commitment disbursements. In addition, it may also result in future adjustments to any funding commitments that you may receive from us, or other action. We will continue the PIA review of applications for the Billed Entity, but be advised that no new funding commitments or payments for existing funding commitments for 2013-2014 funding year applications for this Billed Entity will be processed until this review is complete.

This document is a quick tool to guide you with your Selective Review responses. For complete instructions and further information regarding the Selective Review process, USAC recommends you refer to <http://www.usac.org/sl/applicants/step05/selective-review.aspx>.

Part I: Information Regarding your Competitive Bidding and Vendor Selection Process

For each of the following items we have outlined the requested documentation you will need to supply.

- Please provide the information by funding request number (FRN) unless otherwise indicated.
- In the event that a document (e.g. contract, RFP, bid response, etc.) applies to multiple FRNs, simply indicate on the first page of the document which FRN(s) is supported by the document.
- If, for any reason, you do not have any of the documentation requested below, you **MUST** provide a complete explanation for why it is missing.
- For FRN's that reference a prior year FCC Form 470, please provide the competitive bidding and vendor selection documentation for the year that established bidding for those FRN's as well.

1) CONTRACTS AND/OR OTHER AGREEMENTS

Attachment-Item 1 – Contracts_471_App#899427.zip

2) REQUESTS FOR PROPOSAL (RFP)

An RFP #S09-28-15 was issued prior to the posting of the 470. Since the RFP did not meet the rule of 28 day posting, we determined that it was necessary to redo the process using the form 470 to meet the ERate eligibility requirements.

The form 470 was posted (12/22/2009) for 28 days. Vendors were not selected until after the 28 day posting (01/19/2010). All service providers' proposals participating with the 470 were accepted through January 19, 2010. All service providers were evaluated by same criteria. 470 (Yr 13 470 337150000797962).

3) BID RESPONSES

- Proposals, bid responses, etc., received in response to the FCC Form 470, and/or any RFP are a part of the attachments. Attachment — **Item 3 - Bids - App#899427.zip**

App #	FRN #	#of bids received	Vendor selected
899427	2445212	4	Qwest
899427	2445584	2	Qwest
899427	2445607	16	School Fusion

3) BID RESPONSES CONTINUED

FRN 2445212

Qwest (CenturyLink)

Cox

TW Telecomm

XO

FRN 2445584

Qwest (CenturyLink)

Cox

FRN 2445607

470 Proposals

Community School Builders

eChalk

Edline

Foxbright

FTC

School Loop

School Fusion

Schoolinx

SchoolsinSite

Sharp Schools

4. VENDOR SELECTION PROCESS**Application: 899427****FRN: 2445212 and FRN:2445584**

These two FRNs for Telecommunications represent the entire Phone service so both bids evaluated together – QMOE and Basic Phones (DS3, PRI, Flat Business Lines)

Vendor Scoring (use additional worksheets if necessary)

Service Category		Telecom				
			Cox	Qwest	Tw Telcom	XO
	<u>criteria</u>	<u>points scale</u>	points per criteria	points per criteria	points per criteria	points per criteria
1	<u>price</u>	<u>1 to 11</u>	5	10	8	10
2	<u>qualifications</u>	<u>1 to 10</u>	10	10	10	8
3	<u>financial stability</u>	<u>1 to 10</u>	10	10	9	9
4	<u>compliance with terms</u>	<u>1 to 10</u>	9	10	5	5
5	<u>capability to perform</u>	<u>1 to 10</u>	8	10	9	8
6	<u>conforms to specifications</u>	<u>1 to 10</u>	9	10	7	7
7	<u>compability with existing equipment</u>	<u>1 to 9</u>	8	9	8	8
		70 point total	59	69	56	55

Telecom Bid Analysis yr 14

Request for Service From 470		Cox	Qwest	TW Telecom	XO
Telecomm					
DS3 1			\$1,740.00		
QMOE 16 Campuses and district office		\$61,080.00	\$36,703.00		
PRI Circuit 2 way 24 trunks		\$3,125.00	\$1,986.00	\$2,484.85	\$1,995.00
Basic Phone service Analog lines for 16 campuses and district (151 lines)		\$3,040.80	\$5,194.70		5774.24
Total Telecom Service		\$67,245.80	\$43,883.70	\$2,484.85	\$7,769.24
				Not Complete	Not Complete

Evaluation Team Names

Nan Williams

Joe Cerracchio

Jeff Holder

Application: 899427
FRN: 2445607 – Web Hosting
Process

470 – Bid Process:

A “Short List “was developed by removing vendors with bids at extremes. Bids that were very high or very low in cost were eliminated. Remaining vendor proposals were ranked by price. SchoolFusion was the lowest in cost. Since price is the lowest and met the criteria on the 470 in the selection process, SchoolFusion was selected through the evaluation processes.

NOTE:

Through the years, SchoolFusion has changed names: Although School Fusion won the bid, The spin for School Fusion is the same as Edline and the contract is with Centrafuge, LLC which is Edline and School Fusion. The extended Contract for years 4 and 5 is labeled Blackboard but this company also has the same spin.

February 2010

Alhambra District entered into agreement for web hosting service for SchoolFusion. SchoolFusion was a division of Centrifuge Solutions LLC.

License agreement was with Centrifuge for Centrifuge’s web hosting service, **SchoolFusion (the “Service”).*

Invoices

2/26/10 Invoices from SchoolFusion
7/30/10 Invoices from SchoolFusion
7/11 Invoices from SchoolFusion, an Edline Solution; payments made to Edline LLC d/b/a/
SchoolFusion
7/12 Invoices from Edline, a Blackboard Company; payments made to Edline LLC
8/12 Invoices from Edline, a Blackboard Company; payments made to Edline LLC
8/13 Invoices from Blackboard Engage, formerly Edline; payments made to Edline LLC d/b/a/
Blackboard Engage

5) CONSULTING AGREEMENTS

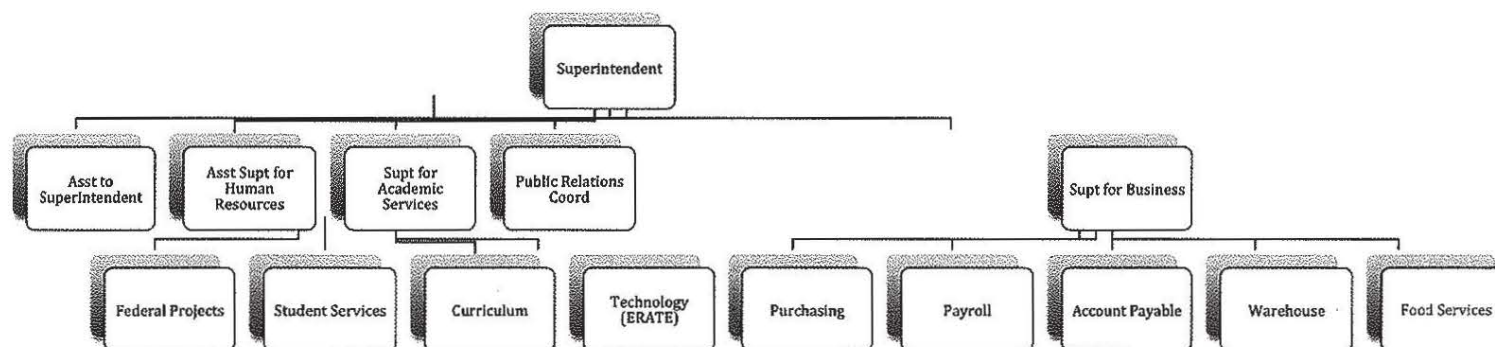
- No consultant was use to apply for these funds

6) CORRESPONDENCE

Provide a copy of all correspondence between your entity and any service providers or consultants regarding the competitive bidding process and the application process.

See Attachment: Item 6-Correspondance - App#899427

7) ORGANIZATIONAL STRUCTURE



TECHNOLOGY PLAN

471 Application 900314 is requesting only priority 1 services. Technology plan is not included. Alhambra has an approved technology plan on file. It is available upon request.

OPERATING BUDGET

2013-2012 Operation Budget is in attachment labeled: FY14_Alhambra_Adopted_Budget.xlsx

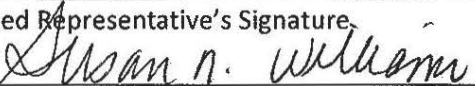
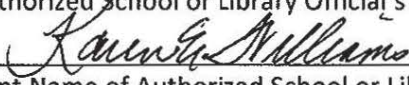
Alternatives to a Final Approved Operating Budget:

If a final approved budget is not available or is still in the approval process, we will accept certain alternative documentation, please go to: http://www.usac.org/_res/documents/sl/pdf/info-request/Item-25-Instructions.pdf for further details.

Selective Review Information Request Completion Certification

Complete and return the enclosed Certification to the Schools and Libraries Division (SLD). If the applicant's authorized representative completed the information in this document, please attach a copy of the letter of agency or other agreement between the applicant and consultant authorizing them to act on the school or library's behalf. For the purposes of this form, in the Employer's Name field, a consultant should enter the name of his or her consulting firm. Please note that if an authorized representative signs this form, an authorized school or library official is also required to sign in the space provided below.

Note: If a consultant was used, a school official MUST sign below. If no consultant was used, Section 1 must be completed with the applicant's information.

SECTION 1: AUTHORIZED REPRESENTATIVE INFORMATION		
Name of Authorized Representative Dr. Nan Williams	Title Director of Technology	
Email Address nanwilliams@alhambraesd.org	Telephone Office: (602)335-2953 Fax : (602) 336-2271	
Authorized Representative's Employer's Name Alhambra Elementary School District		
Employer's Street Address 4510 N 37 th Avenue, Phoenix	State AZ	Zip Code 85019
SECTION 2: APPLICANT INFORMATION		
Billed Entity Name Alhambra ESD	Billed Entity Number 142906	
Funding Year 2013 FCC Forms 471 Application Numbers: 899427 900314		
SECTION 3: CERTIFICATION STATEMENTS		
<input type="checkbox"/> I certify that I prepared the responses in this document on behalf of the above named entity. <input type="checkbox"/> I certify that despite any budget deficits, fund-raising effort shortfalls, or other uncertainties we expect to be able to finance this budget.		
Authorized Representative's Signature 	Date 11/7/13	
Authorized School or Library Official's Signature and Title 	Date 11/07/13	
Print Name of Authorized School or Library Official Named Above Dr. Karen Williams, Superintendent		

The FCC's Fifth Report and Order (FCC 04-190) released on August 13, 2004, sets out document retention requirements for program participants. Failure to comply with these requirements will put your funding at risk.

Sld 22-560594 PIA sal cooper 973-581-5373 scooper@sl.universalservice.org